

No.A-35016/14/2006-DP&AR/SS.II(1)/PF
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dated 20.01.2015


C I R C U L A R

Sub: Public Services – Filling up of posts of Assistant / Accountant-cum-Clerk in the Mother Theresa Post Graduate and Research Institute of Health Sciences, Puducherry on deputation basis - Reg.

It is proposed to fill up one post each in the Assistant and Accountant-cum-Clerk in the Pay structure of PB2 with Grade Pay ₹4200/- in the Mother Theresa Post Graduate and Research Institute of Health Sciences, Puducherry on deputation basis from among the Assistants/UDCs with 3 years of service.

2. It is therefore requested that this may be widely circulated among the Assistants and UDCs working under the cadre control of this Department in the Puducherry region and applications as per the proforma enclosed be obtained from willing and eligible officials and forwarded alongwith their APARs for the last five years, to this Department on or before **13.02.2015** duly certifying that the particulars furnished by the officials are verified and found to be correct.

3. **It is also requested that the application of the ineligible officials and the application of the officials who are likely to superannuate within a period of three years need not be forwarded.**


20015

(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT(DP&AR)

Encl: As above.

To
All Heads of Departments/Offices.
Puducherry region.

Copy to:

1. The Dean, Mother Theresa Post Graduate & Research Institute of Health Sciences, Puducherry.
2. Spare copy.

PROFORMA

1. Name of the Authority :: Mother Theresa Post Graduate & Research Institute of Health Sciences, Puducherry.
2. Post applied for :: Assistant / Accountant-cum-Cashier
3. Name of the Applicant (in BLOCK LETTERS) ::
4. Name of father/ husband ::
5. Present post held and since when, scale of pay and pay drawn at present ::
6. Department in which working at present ::
7. Date of Birth ::
8. Educational Qualification ::
9. Technical Qualification ::
10. Details of Computer Knowledge ::
11. Details of Service (including deputation service) ::

Sl. No.	Designation	Department	Period	
			From	To

12. Whether belongs to SC/ST ::
13. Residential Address ::
14. Remarks ::

Place:

Signature of candidate

Date:

To be certified by the Head of Office

Certified that the particulars of the applicant have been verified and found correct.

No vigilance / disciplinary proceedings are either pending or contemplated against the official.

SIGNATURE OF
HEAD OF DEPARTMENT/OFFICE
SEAL: